DOCUMENT RESUME

ED 344 656 JC 920 235

TITLE Annual Report and Crime Summary, 1990-91.
INSTITUTION Johnson County Community Coll., Overland Park, KS. Dept. of Safety and Security.
PUB DATE 91
NOTE 26p.; For a related document, see JC 920 236.
PUB TYPE Reports - Descriptive (141) -- Statistical Data (110)

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS *Agency Role; Annual Reports; Community Colleges; *Crime; Crime Prevention; *Law Enforcement; *Police School Relationship; School Policy; *School Security; School Statistics; Two Year Colleges
IDENTIFIERS *Johnson County Community College KS

ABSTRACT

Designed to meet the new mandate of the Federal Student Right-To-Know and the Campus Security Act, this first annual report of the Safety & Security Department (SSD) of Johnson County Community College presents an overview of the role and activities of the SSD and a summary of 1990-91 campus crime, providing comparison data for 1989-90 and 1988-89. The first section contains the annual report, providing a draft statement of SSD's mission, policies and services, and authority and jurisdiction; an overview of department structure; profiles of department personnel; and descriptions of the new legislation and current training activities. This section also defines "calls for service"; and provides a pie chart categorizing 1990-91 calls and a table comparing data on calls from previous years by category. The second section contains a detailed crime summary, which presents tables and charts on campus crime from 1988-89 through 1990-91 using the classifications of the Federal Bureau of Investigation's Uniform Crime Reporting Bureau. This section also provides data on campus traffic accidents and violations. Among the findings for 1990-91 presented in this section are: (1) crimes of a serious nature accounted for 86% of all crime reported to the SSD; (2) of those, 98% were crimes against property and 2% were violent crimes against persons; and (3) all other crime (such as disorderly conduct, liquor violations, trespass, and vandalism) accounted for 14% of the offenses reported. Descriptions of the College's alcohol/drug, parking, lost and found, security, and crime reporting policies and procedures conclude the report. (JMC)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED344656

JOHNSON COUNTY COMMUNITY COLLEGE
SAFETY & SECURITY DEPARTMENT

1990-91

Annual Report and Crime Summary

JC 920 235

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY
G. Ramirez
TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)
☐ This document has been reproduced as received from the person or organization originating it
☒ Minor changes have been made to improve reproduction quality
• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy

BEST COPY AVAILABLE

Johnson County Community College
12345 College at Quivira
Overland Park, Kansas 66210-1299
(913) 469-8500

November 1, 1991

Dr. Gerald Baird
Vice President Administrative Services
Johnson County Community College
12345 College at Quivira
Overland Park, Kansas 66210

Dear Dr. Baird:

It is my pleasure to present to you the first Johnson County Community College Safety and Security Department Annual Report and Crime Summary.

Campus Safety and Security has experienced a considerable change in the past few years. Public awareness of campus crime and security issues have contributed to the passage of the Federal Student Right-To-Know and the Campus Security Act. These regulations mandate that Colleges and Universities provide information on campus crime statistics and security access policies. The public will have higher expectations of colleges and universities to provide safer campus environments. With the economy as it is, it will be difficult for some to comply with the regulations. Fortunately, with your assistance we have been able to acquire the necessary resources that has allowed us to start a computerized records system. Together with some minor modifications, we will be able to meet all of the requirements of the regulations ahead of schedule. There are few community colleges in the country reporting to the FBI's Uniform Crime Reporting Bureau, as most submit their crime reports to their local law enforcement agencies as we do.

With the continued support of the College Administration, the Safety and Security Department will be able to perform and meet our responsibilities by improving on our crime prevention programs and develop a stronger relationship between the College community and the department. We will continue to improve on our training program for all officers and telecommunication personnel.

It is the Safety and Security Department's commitment to continue to improve on and strengthen the reputation of excellence that Johnson County Community College has attained.

Sincerely,

Gus Ramirez
Director of Safety and Security

TABLE OF CONTENTS

Annual Report

Overview: Mission, Policies and Service 1
Authority and Jurisdiction 2
Department Structure 3
Personnel 5
New developments 8
Training 8
Calls for Service 9

Crime Summary

Crime Classification 10
Part I Crimes 10
Part II Crimes 11
Traffic and Parking Control 17
Alcohol/Drugs Policy Statement 18
Parking Regulations 20
Lost and Found 20
Security Policies and Procedures 20
Reporting Crimes or Incidents 20

Johnson County Community College Safety & Security Department

(Draft)

ITS MISSIONS, POLICIES, AND SERVICES

Mission and Policies. The mission of the College Safety & Security Department is to help provide and maintain an atmosphere that enhances the educational process and fulfills the total mission of the College. We accomplish that mission in several ways:

- by maintaining a caring and helpful attitude among all Safety and Security personnel as they address the needs of the faculty, students, and visitors
- by giving the College 24-hour per day, 7-days- per-week emergency assistance;
- by continuous patrol to spot suspicious activity and suspicious persons on campus;
- by analyzing crime trends and taking necessary measures to curtail those trends;
- by operating a 24-hour, 7-days-per-week information center;
- by enforcing federal and municipal laws and College regulations;
- by enforcing the College's parking regulations and keeping all campus thoroughfares and lots unobstructed;
- by coordinating traffic and crowd control at special events on campus such as games and concerts;
- by providing or limiting daily access to campus (locking and unlocking doors, erecting barricades);
- by lending support to Campus Services (e.g., inspecting lighting, coordinating service and repair requests after hours, reducing physical disaster damage with stopgate repairs);
- by acting as liaison between the teaching/ learning community and criminal justice agencies with business at the College.

Services. Easy access to Safety & Security services is available through its headquarters on campus and the presence of officers on foot and in marked patrol vehicles. Telephone numbers, both emergency and non-emergency, are listed in student handbooks. Simply picking up the receiver of any of the emergency phones positioned throughout campus signals the dispatcher to send an officer to the phone's location. Information packets sent with other orientation material to new students describe security services and how to obtain them.

Other services offered by the Safety & Security Department include:

- assisting car owners locked out of their vehicles;
- personal escorts
- recovering stolen property and holding lost goods until claimed by owners.

These services are provided with the object of assuring the safety and welfare of all persons connected with the College and all visitors and persons with an outside interest in the College.

Community Information

Population:			
1990	Estimated City Population:		111,790
1990	Johnson Co. Comm. College:		32,180
	Student Population	(Credit and Non-Credit)	30,932
	Faculty		267
	Staff		381
	Adjunct	(Approx.)	600
Area:			
	Acres		224
	Buildings		13
Department Size:			
	Safety & Security Officers		12
	Communications Personnel		12
	Total		24

AUTHORITY AND JURISDICTION
(Draft)

The Johnson County Community College Safety and Security Department was established under the authority of K.S.A. 72-8222.

The College's Legal Department is currently reviewing the Department's authority and jurisdiction.

DEPARTMENT STRUCTURE

Director

The role of the Director is to ensure that the Department has the manpower and resources needed to operate effectively. This responsibility involves:

- setting goals and objectives for the Department each year that are consistent with College goals, local law enforcement agencies' goals, and with federal, state, and municipal law;
- determining the budget needed to accomplish those goals and objectives;
- recruiting and hiring personnel; and
- overseeing the purchase of equipment and supplies.

The Director establishes policies and procedures, administers the budget, and acts as liaison between the Department and College Administration. An Administrative Assistant assists the Director in planning goals and budgets, purchasing, records maintenance, and incident report processing.

Supervisors

Supervisors are "the force behind the force." Officers and communications staff rely on supervisors to provide well-maintained, up-to-date equipment to help carry out goals and objectives set by the Director. The Director relies on Supervisors for crime statistics, training and equipment records, and incident reporting requirements.

Supervisors ensure that the equipment procurement/maintenance and personnel training goals set by the Director are met by:

- assessing equipment needs and evaluating products on the market
- overseeing the purchase and maintenance of equipment
- coordinating training and orientation programs for officers and communications staff

A computerized records system has been installed to improve the efficiency of the Department's operation. The responsibility for maintaining the system and training Department personnel in its use lies with the Supervisors and Administrative Assistant.

Safety and Security Officers

The Safety and Security Officers primary mission is protecting the College community and enforcing federal, state and municipal law, and College Rules and Regulations. In a nutshell, Officers are responsible for:

- safeguarding College property from theft and damage through routine patrol and ordering maintenance
- protecting faculty, staff, students, visitors, and their property from harm through crisis intervention and conflict resolution
- ensuring safe travel throughout the campus
- provide assistance at medical emergencies
- take reports of a criminal nature or activity and forward these reports to the proper law enforcement agency for follow-up and disposition
- investigate suspicious or unusual activity which occurs on campus
- investigate incidents involving violations of College Rules and Regulations and forward these reports to the proper college authorities

To carry out these responsibilities, Officers monitor buildings and grounds for suspicious activity and answer calls for service typical of the college environment that range from unlocking cars, providing escorts, investigating crimes; issue parking violations , investigate traffic accidents, and keep campus thoroughfares and lots unobstructed. Manpower for each shift averages three officers, a parking control officer, and a supervisor. This varies depending on the level of activity on the campus.

An Officer's job is extremely demanding, as officers are expected to always exercise good judgment. Consequently, officers are subject to intense scrutiny. Compounding the stress produced by this scrutiny is hostility frequently encountered while performing duties, such as issuing parking violations and towing illegally parked cars. Still, officers remain dedicated to upholding College rules and regulations and protecting lives and property, a fact that is unappreciated by many.

Communications

The Switchboard is the nerve center of the College. Working with state-of-the-art equipment, Communications personnel are the crucial link between the Security Department and people who need help. Communications personnel are continually trained and equipped to:

- dispatch officers to crime scenes, calls for service and alarms
- handle incoming emergency calls, offering assistance and reassurance to upset callers and making sure that help is on the way as quickly as possible
- providing general information and assistance to callers about campus activities and services
- provide information to officers on patrol

Communications personnel perform these functions with the best technology available, including:

- a computerized intrusion alarm system for alarms installed on campus
- a computerized fire alarm system for all buildings on campus
- radio communications with local law enforcement agency
- a detailed Hazardous Material Emergency Response Plan
- a computerized emergency management system to control and maintain safe campus lighting
- a Parking Violation Management data base file for retrieval of parking violation information

Four full-time and nine part-time communications personnel maintain this service 24-hours a day, 7 days a week.

Crime Prevention

The Crime Prevention Program furthers the College's educational goal and the Department's mission of protecting the College community and its property. The Crime Prevention Program acts as a bridge of communication between the Security Department and the College community by:

- conducting visual inspections of grounds and buildings to evaluate risks
- submitting written reports outlining the results of visual inspections, and recommended improvements
- assisting other College departments in implementing security improvements
- introducing the Department's philosophy and services at functions such as Staff Development
- providing the college newspaper with timely articles on crime prevention, and monthly crime statistics

PERSONNEL

Safety and Security

Gus Ramirez, Director. Gus Ramirez became Director of the Johnson County Community College Safety and Security Department in 1988. He has over 25 years experience in law enforcement and retired from the Overland Park Kansas Police Department as a Major, commanding the Operations Division. He holds an associates degree from Johnson County Community College. His law enforcement training is extensive and includes graduation from the Southern Police Institute at the University of Louisville, Kentucky, and management and supervisory training at Northwestern University Traffic Institute.

Patrick Keating, Supervisor. Officer Keating joined the Safety and Security Department in 1989 as a supervisor with over 26 years of law enforcement experience. He has an associates degree in Administration of Justice from Johnson County Community College. He is also a graduate of the University of Louisville Police Administration and Crime Prevention Schools. He is the supervisor for the day shift.

Scott Wargin, Supervisor. Officer Wargin began working for the department in 1987 and was promoted to supervisor in 1990. He has attended Wichita State University and Kansas State University, and is a graduate of Northwestern University Traffic Institute Supervisors School and the Kansas Law Enforcement Training Academy. He is the supervisor for the evening shift.

Sandy Fields, Safety and Security Officer. Formerly a municipal police officer, Officer Fields joined the department in 1979. He is a graduate of the Kansas Law Enforcement Training Academy. He is currently assigned to the midnight shift.

Ross Adamson, Safety and Security Officer. Officer Adamson celebrates his eleventh year with the department in 1991. He has over 27 years law enforcement experience. He has attended the University of Missouri-Kansas City. He is assigned to the day shift.

Ed Everitt, Safety and Security Officer. Officer Everitt began his employment with the department in 1982 as a dispatcher while attending Johnson County Community College. He holds a bachelor of science degree in journalism from the University of Kansas. He is assigned to the evening shift.

Rick Coffey, Safety and Security Officer. Officer Coffey has been with the department since 1985. He has an associate of arts degree from Johnson County Community College and has attended Kansas University and Pittsburg State University. He has received his EMT certification and is currently assigned to the day shift.

Sandra Schafer, Safety and Security Officer. Officer Schafer began her employment with the department in 1985. She has received her associate of arts degree in Administration of Justice from Longview Community College and is currently assigned to the day shift.

Skip Stolz, Safety and Security Officer. Officer Stolz joined the department in 1986, bringing 25 years law enforcement experience with him. He received his associate of arts degree from Kansas City, Kansas Community College, and a bachelor of arts degree in accounting from Rockhurst College. He is currently assigned to the midnight shift.

Robert Arndt, Safety and Security Officer. Formerly a sergeant with the Kansas City, Missouri Police Department, Officer Arndt began working for the department in 1989. He is assigned to the evening shift.

Russ Maloney, Safety and Security Officer. Officer Maloney started with the department in 1990. He received an associate of arts degree in Administration of Justice from Hutchinson Community College. He is a certified EMS First Responder and is currently assigned to the evening shift.

Steve Hicks, Safety and Security Officer. Officer Hicks joined the department in July 1990 after working for the Department of Defense. He has taken law enforcement courses through Central Missouri State and is a graduate of the Kansas City, Missouri Police Academy. He has served with the Sedalia, Missouri and also with the Overland Park, Kansas Police Departments. He is a certified EMS First Responder and is assigned to the evening shift.

Peggy Hill, Safety and Security Officer. Officer Hill began her employment with the department in 1991. She has attended Kansas City, Kansas Community College, and Washburn University in Topeka, Kansas. She is presently assigned to the midnight shift.

Communications

Cathy Jones, Lead PBX Operator. Cathy joined the department in 1979 as a PBX Operator and was promoted to Lead PBX Operator in 1982, and is currently assigned to the day shift. She is the supervisor for all operators and dispatchers.

Ray Goodin, PBX Operator. Ray began his employment with the department in 1986 as a part-time Dispatcher, and in 1987 was selected as a PBX Operator. Ray has attended Rose State College in Del City, Oklahoma, and Johnson County Community College. He is assigned to the midnight shift.

Greg Nielsen, PBX Operator. Greg joined the department in 1991. Greg has received associate of arts degrees in Administration of Justice and Liberal Arts. He has also received his bachelor of arts degree in Management and Human Relations. He is currently assigned to the day shift.

Eloise Pope, Dispatcher. Eloise began her twenty-second year with the department in 1991. She is a graduate of Soule Business School in New Orleans, Louisanna. She is assigned to the evening shift.

Linda Naftel, Dispatcher. Linda joined the department in 1990. She has attended Indiana University in Indiana, and Auburn University in Alabama. She is currently pursuing a degree in business administration at Ottawa University, and is assigned to the day shift.

Tom Gault, Dispatcher. Tom has been with the department since 1989, and is now assigned to the evening shift. He has attended Johnson County Community College and is working on his bachelor of arts degree in education from the University of Kansas.

Faud Raja, Dispatcher. Faud began working for the department in 1990 after serving as a student ambassador for the college. He has received his associate of arts degree from Johnson County Community College and is completing his bachelor of science degree in business at the University of Kansas.

George Collins, Dispatcher. George rejoined the department in 1991. He has attended Johnson County Community College and is assigned to the evening shift.

Walter Breitenstein, Dispatcher. Walter has been employed with the department since 1990. He has a bachelor of arts degree from the University of Kansas and is now assigned to the midnight shift.

Support Staff

Shauna Hougham, Administrative Assistant. Shauna joined the department in 1982 as a PBX Operator/Secretary, and is now the administrative assistant to the Director. She also provides support to the Supervisors in crime reporting, editing reports, coordinating reserved parking, sick leave and vacation dates, and records maintenance.

Ray Kenny, Hazardous Material Coordinator. Ray started with the department in 1991. He received a bachelor of science in chemical engineering from the University of Kansas, and is completing his graduate work in public administration.

Judy Palmer, Parking Control Officer. Judy began her employment with the department in 1991. She provides reserved parking assistance for the day and evening shifts, and serves as a dispatcher for the department when needed.

NEW DEVELOPMENTS

Changes in crime reporting requirements and a shift in long-held law enforcement traditions have recently affected, even if in small measure, the way most of the nation's campus police and security departments conduct business.

New Legislation. The passage of the Campus Security and Crime Awareness Act in 1990 requires all colleges and universities receiving federal aid to publish certain crime statistics and statements regarding their crime reporting policies and programs. While the Safety and Security Department has been compiling this information since January, 1989, the passage of the act has brought more attention to the level of safety on the campus of Johnson County Community College.

The passage of the Hate Crime Statistics Act, also passed in 1990, requires the Attorney General to collect statistics on hate-related incidents inspired by race, ethnicity, religion, and sexual orientation. The Safety and Security Department will collect data on these incidents, which will require many officers to undergo training in bias crime reporting and investigation and intercultural communication and has modified its reporting system to provide this data.

TRAINING

All Safety and Security Officers are required to have previous law enforcement or security experience and be certified in CPR and first aid training.

Since 1990, all new officers are required to enroll and successfully complete for state certification a "First Responder" first aid course consisting of 56 clock hours and will earn 3 credit hours. Officers are then required to maintain yearly certification. Since this program was instituted, 3 officers have completed this course and other officers will be enrolled as training classes open. One officer has completed the EMT training and received state certification. Other officers are required to be re-certified yearly in basic first aid and CPR.

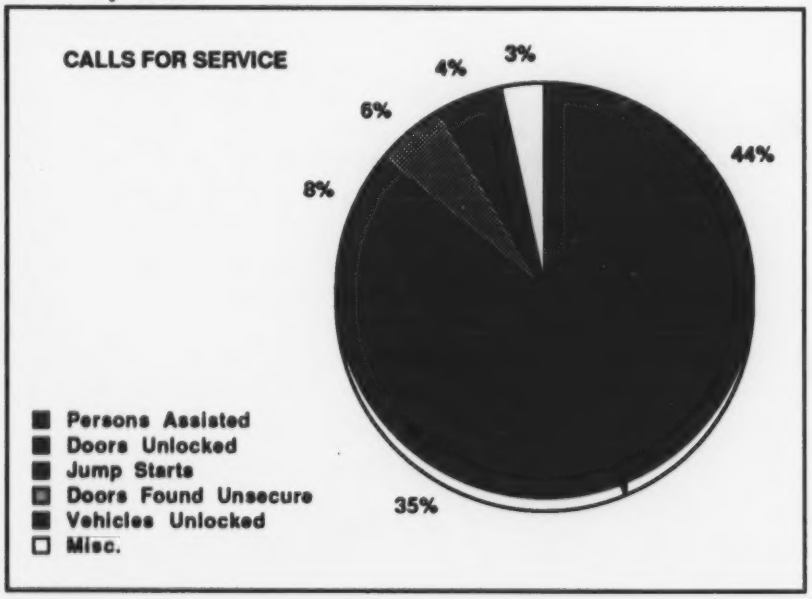
Currently, all supervisors and selected officers have completed 32 hours training in hazardous material spills and received state certification.

During the 1990-91 school year, a new in-service training program has been instituted. This consists of a basic 24 hour training block which covers basic security techniques, patrol, reporting writing, and other security related subjects. Monthly updates regarding security and law enforcement, recent court decisions, trends in crime, and new advancements in security techniques and equipment are reviewed. All current as well as new officers, will now be required to complete 2 hours of in-service training each month.

CALLS FOR SERVICE

"Calls for Service" are calls that result in contact between and officer and a citizen. Every action initiated by an officer, such as providing information, unlocking rooms, observing fire or safety hazards, jump-starts, unlocking vehicles, delivering emergency messages, providing escorts, constitutes a call for service.

In 1990-91, 93% of officer activity resulted in contact between and officer and a citizen to provide a service.



Calls for Service

	1988-89	1989-90	1990-91
Persons Assisted	4,401	4,128	4,720
Doors Found Open and Reported	345	376	640
Doors Unlocked	2,113	2,274	3,774
Fire Hazards Discovered	7	6	2
Safety Hazards Discovered	12	12	31
Vehicle Jump-Starts	989	902	817
Vehicles Unlocked	724	704	531
Emergency Messages Delivered	277	276	311
TOTAL	8,868	8,678	10,826

CRIME SUMMARY

Crime Classification

The F.B.I.'s figures on national crime are collected from police agencies around the country that submit monthly reports to the F.B.I.'s Uniform Crime Reporting Program. Reporting to UCR is strictly voluntary, but the high level of participation in the program (around 16,000 agencies in 1989), gives a fairly accurate portrayal of criminal incidents. The Johnson County Community College Safety and Security Department does participate in this program by forwarding all reports of a criminal nature to the local law enforcement agency.

Crime in the United States has been classified by the F.B.I.'s Uniform Crime Reporting Bureau (UCR) into two categories, Part I crime and Part II crime. Part I crimes are considered to occur most frequently and are more serious in nature. Part II crimes, because of fluctuations in reporting and other factors, are not reported to the UCR.

Part I crimes are further broken down into two categories; crimes against persons, and crimes against property. Crimes against persons are:

- o homicide
- o rape
- o robbery
- o aggravated assault

Crimes against property are:

- o burglary
- o larceny
- o auto theft
- o arson

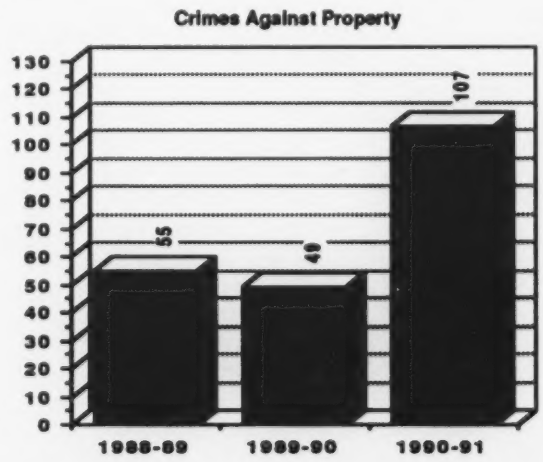
Part I Crime

Part I crimes accounted for 86% of all crime reported to the Safety and Security Department in 1990-91.

Crimes against property (i.e., burglary, larceny, auto theft, and arson) accounted for 98% of all Part I crime at Johnson County Community College in 1990, and violent crimes (i.e., homicide, rape, robbery, and aggravated assault) accounted for the remaining 2%.

Burglary and larceny are the most frequently encountered Part I crimes on this campus. Heavy pedestrian traffic through areas where property is often left unattended, such as book drops, the cafeteria, lounge areas, locker rooms, gives thieves ample opportunity to steal.

Crime Type	Offenses Reported
Homicide	0
Rape	0
Assault	2
Burglary	5
Larceny	98
Auto Theft	4
Arson	0
TOTAL:	109



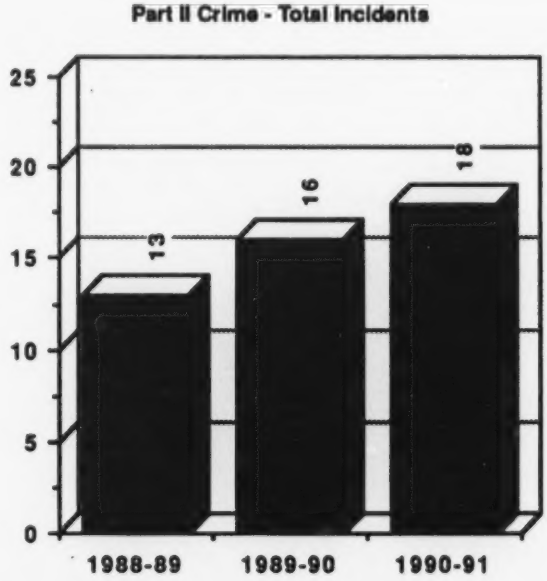
Part II Crime

Part II offenses encompass all other crime classifications outside those defined as Part I. In November, 1932, the UCR Program adopted a Standard Classification of Offenses for the compilation of criminal statistics. This classification was devised and adopted in order that law enforcement, judicial, and penal statistics might be uniformly compiled in terms of a single classification of offenses.

Year	Number of Part II Crimes
1988-89	13
1989-90	16
1990-91	18

Part II crimes accounted for 14% of those crimes reported on campus in 1990-91. A three-year comparison reveals these crimes have increased 29% between 1988-89 and 1990-91. Part II crimes that have occurred on campus are:

- o disorderly conduct
- o fraud
- o liquor violations
- o sex offenses (e.g., indecent exposure, misconduct)
- o trespass
- o vandalism
- o violations of College Rules and Regulations



Part I Crimes

Homicide is "the willful (nonnegligent) killing of one human being by another."*

The national homicide rate for 1990** was 9.4 per 100,00 inhabitants.

Year	Number of Homicides
1988-89	0
1989-90	0
1990-91	0

Forcible rape is "carnal knowledge of a female against her will through the use of force or the threat of force."*

The phenomenon of "date rape," or the rape of a woman by an acquaintance, is well known on college campuses throughout the country. However, the term "date rape" is misleading because many women who are raped by men they know are not raped while on dates. These attackers can be co-workers, fellow students, or ex-boyfriends.

The national rate for 1990** was 41.2 per 100,000 inhabitants.

Year	Number of Rapes
1988-89	0
1989-90	0
1990-91	0

Robbery is "the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear."*

The 1990** national robbery rate was 257.0 per 100,000 inhabitants.

Year	Number of Robberies
1988-89	0
1989-90	0
1990-91	0

* Uniform Crime Reporting Program definition
** 1990 FBI "Crime in the United States."

Aggravated assault is "an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury."* A weapon or other means likely to cause death or great bodily harm is usually used. Aggravated assaults are often one step away from murder, as the emotions that give rise to both are the same.

The aggravated assault rate at Johnson County Community College in 1990-91 was 0 incidents per 15,000. The national rate for 1990** was 424.1 per 100,000 inhabitants.

Year	Number of Agg. Assaults
1988-89	0
1989-90	1
1990-91	0

Burglary is "the unlawful entry of a structure to commit a felony or theft."* Three subclassifications of burglary are forcible entry, unlawful entry where no force is used, and attempted forcible entry.

Burglary is a crime of opportunity. Most burglaries in non-academic environments are conducted with force, whereas most burglaries on college campuses occur when offices, labs, and lockers are left open. Burglars are often familiar with their victims' daily routines and know the best times of the day to enter these areas undetected. Some burglars simply walk down hallways pretending to look for someone and walk into unlocked rooms until they find a likely target.

60% of last year's burglaries on this campus were forcible entries. The monetary loss reported from these burglaries totaled $97.00 of property.

The burglary rate on the Johnson County Community College campus was .0003 per 15,000. The national rate for 1990** was 1,235.9 per 100,000 inhabitants.

Year	Number of Burglaries
1988-89	0
1989-90	1
1990-91	5

* Uniform Crime Reporting Program definition
** 1990 FBI "Crime in the United States."

Larceny is "the unlawful taking, carrying, leading, or riding away of property from possession or constructive possession of another."* It includes crimes such as shoplifting, purse snatching, theft from motor vehicles, theft of motor vehicle parts and accessories, bicycle theft, etc., in which no use of force, violence, or fraud occurs.

98 larcenies were reported on campus in 1990-91. 63 or 64% of those were classified as felonies because the value of the property taken in each case amounted to $150 or greater.

Larceny incidents tend to peak in the months which fall in the middle of regular semesters and decline during the summer months. The general pattern of larcenies per month has held constant for the past three years.

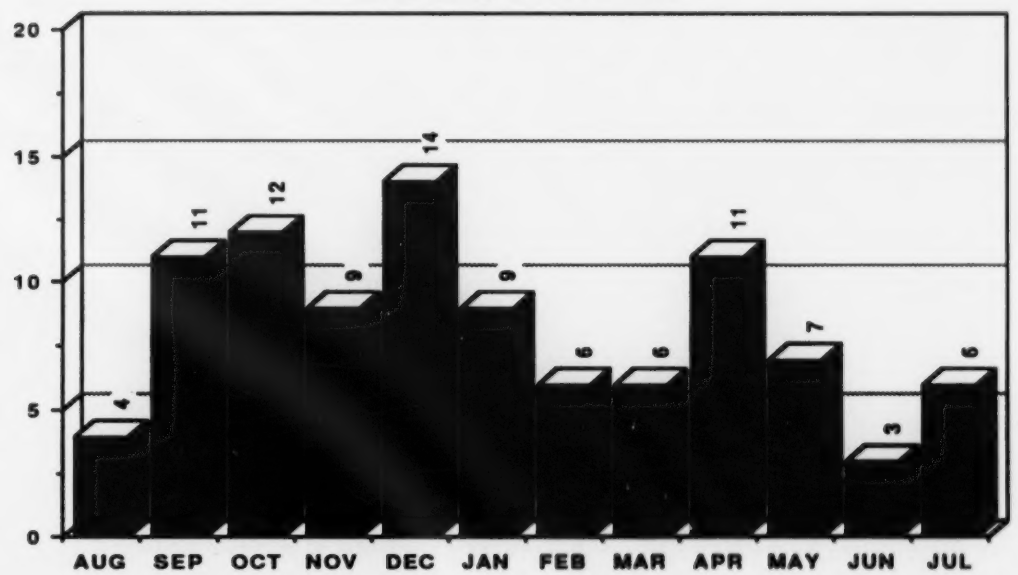
The 98 larcenies represents a rate of .0065 larcenies per 15,000 at Johnson County Community College. The 1990** national rate was 3,194.8 per 100,000 inhabitants.

Year	Number of Larcenies
1988-89	54
1989-90	45
1990-91	98

1990-91 Larceny Incidents

From buildings	49
From cars	27
Vehicle parts & accessories	11
From coin machines	5
Bicycles	0
Shoplifting	0
Purse snatching	0
All other thefts	6

Larcenies by Month - 1990-91



* Uniform Crime Reporting Program definition
** 1990 FBI "Crime in the United States."

Motor Vehicle Theft is "the theft or attempted theft of a motor vehicle."*

The 1990-91 incidence of auto theft on campus was 0003 per 15,000. The 1990** national rate was 657.8 per 100,000.

Year	Number of Thefts
1988-89	1
1989-90	3
1990-91	4

Arson is "the willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another."*

Once considered a Part II crime, the Uniform Crime Reporting program is now required to classify arson as a Part I crime.

The national rate for arson in 1990** was 49.2 per 100,000 inhabitants.

Year	Number of Arsons
1988-89	0
1989-90	0
1990-91	0

* Uniform Crime Reporting Program definition
** 1990 FBI "Crime in the United States."

Part II Crime

As discussed in "Crime Classification" earlier, the UCR program tabulates Part I crimes because of their seriousness, frequency, and likelihood of being reported to the Security Department by victims. Part II crimes are not tabulated, with the exception of persons arrested, partly because of fluctuations in reporting and the nature of the crimes.

We tabulate Part II crimes in the same manner as Part I crimes so that we may obtain a clear view of all crime on campus.

18 Part II crimes were reported to the Security Department in 1990-91, an increase of 39% over 1988-89.

One Part II crime that may be confused with Part I crime is simple, or common assault. This type of assault differs from aggravated assault in that deadly or dangerous weapons are not used, and victims do not suffer serious injury. Arrests for common assaults are few since victims choose not to press charges.

Three Year Comparison of Part II Crimes

	1988-89	1989-90	% Chg.	1990-91	% Chg.
Common Assault	1	1	0%	2	100.0%
Fraud	1	0	-100%	0	0%
Vandalism	7	12	42%	8	-33%
Weapons	0	0	0%	0	0%
Sex Offenses	2	2	0%	3	50%
Liquor Violations	0	0	0%	0	0%
Disorderly Conduct	0	1	100%	3	200%
Other	2	0	-100%	2	100%
TOTAL:	13	16	23%	18	13%

TRAFFIC AND PARKING CONTROL

Traffic and parking enforcement is and has been a high priority function of the Safety and Security Department. Our campus is open to considerable amounts of vehicular traffic flow each day.

While violations of parking regulations are not considered as Part I or Part II crimes, the importance of good traffic control and the volume of traffic violations on our campus requires close attention. The philosophy toward good traffic and parking control adopted by our department is one of prevention of injuries and a reduction of overall crisis intervention, such as those resulting from traffic accidents.

The number of traffic accidents reported to the Safety and Security Department increased from 38 in 1989-90 to 48 in 1990-91. One person sustained injuries from those accidents, and there were no fatalities.

Year	Number of Traffic Accidents
1988-89	25
1989-90	38
1990-91	48

Safety and Security Officers issue College parking tickets for violations of College Parking Regulations. 2,156 tickets were issued in 1990-91, a decrease of 53% from 1989-90.

Year	Number of Violations
1988-89	3,486
1989-90	4,624
1990-91	2,156

ALCOHOL/DRUGS

The Drug-Free Schools and Communities Act Amendments of 1989 require all schools and institutions of higher education to adopt and implement a program to prevent the illicit use of drugs and the abuse of alcohol by students on college property or as part of any college activities.

The following statement is part of Johnson County Community College's program adopted to comply with this act.

Standards of Conduct

Johnson County Community College supports and endorses the Federal Drug-Free Workplace Act of 1988 (Public Law 100-690, Sec. 5151 et. seq.) and the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). Pursuant to these acts, the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or abuse of alcohol (as defined in these acts) by an employee or student on college property or as part of any college activities is prohibited. Any student or employee of the college found to be abusing alcohol or using, possessing, manufacturing or distributing controlled substances in violation of the law on college property or at college events shall be subject to disciplinary action in accordance with applicable policies of the college. For employees, the college will take appropriate personnel action for such infractions, up to and including termination. Students who violate this policy will be subject to sanctions which include suspension and expulsion from the college.

As a condition of employment, all employees shall abide by the terms and conditions of Public Law 100-690, Sec. 5151 et. seq. Under Public Law 100-690, Sec. 5151 et. seq., an employee must notify the college of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. Such notice shall be provided in writing by the employee to the director of Human Resources. The college will in turn notify as appropriate the applicable federal agency of the conviction within 10 days of its receipt of notification of the conviction. For such conviction, the college will take appropriate personnel action, up to and including termination, within thirty days of receiving notice of such conviction. Employees may also be required to satisfactorily participate, at their expense, in a drug abuse assistance or rehabilitation program before being allowed to return to work. For purposes of this policy, "conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violators of the federal or state criminal drug statutes.

Legal Sanctions

Students and employees are reminded that illegal possession or use of drugs or alcohol also may subject individual to criminal prosecution. The college will refer violations or proscribed conduct to appropriate authorities for prosecution. Kansas law provides that any person who violates the criminal statutes on controlled substances by possessing, offering for sale, distributing, or manufacturing opiates and narcotics, such as cocaine and heroin, shall be guilty of a class C felony. For a conviction of a class C felony, the court may sentence a person to a term of imprisonment of a minimum of three to five years, a maximum of 10 to 20 years and a fine of up to $15,000. Unlawful possession of a depressant, stimulant or hallucinogenic drug is punishable as a class A misdemeanor, with a penalty of up to one year in jail and a fine of $2,500. Depressants include barbiturates, Valium and barbital. Hallucinogens include LSD, marijuana and psylocybin. State law classifies amphetamines and methamphetamines as stimulants.

Health Risks

Abuse of alcohol and use of drugs is harmful to one's physical, mental and social well-being. Accidents and injuries are more likely to occur if alcohol and drugs are used. Alcohol and drug users can lose resistance to disease and destroy their health.

Tolerance and psychological dependence can develop after sustained use of drugs. Alcoholism is the number one drug problem in the United States. Alcoholism takes a toll on personal finances, health, social relationships and families. It can have significant legal con sequences. Abuse of alcohol or use of drugs may cause an individual driving a motor vehicle to injure others and may subject the abuser to criminal prosecution. Drunk drivers are responsible for more than half of all traffic fatalities.

Counseling, Treatment or Rehabilitation Programs

Many community agencies are available to assist employees and students seeking alcohol and drug counseling and treatment. Among these agencies are the college-sponsored Employee Assistance Program (for full-time college staff and dependents), the Johnson County Mental Health Center, the Heart of America Family and Children Services. In addition to these, many area hospitals and community agencies are available to provide drug and alcohol counseling services.

Students seeking additional information about health problems and treatment related to alcohol and drug problems may contact a student counselor through the JCCC Counseling Center, 155 GEB. Employees may receive this additional information through the Office of Human Resources, 251 GEB, and/or through the Staff Development Center, 238 GEB.

Sanctions

An employee who violates any provision of this policy shall be subject to appropriate disciplinary actions including suspension, demotion, non-renewal and/or termination as provided in Article VI, Section H of the college personnel policies. A student who violates any provision of this policy shall be subject to appropriate disciplinary action including suspension and expulsion as provided in Article X, Section A of the student personnel policies. In addition, any student or employee who violates the standards of conduct as set forth in this Statement of Prevention of Alcohol Abuse and Drug Use may be subject to referral for prosecution.

The term "controlled substance" as used in this policy means substances included in Schedule I through V as defined by Section 812 of Title 21 of the United States Code and as further defined by the Code of Federal Regulations, 21 C.F.R. 1300.11 through 1300.15. The term does not include the use of a controlled substance pursuant to a valid prescription or other uses authorized by law.

The term "alcohol" as used in this policy means any product of distillation or a fermented liquid which is intended for human consumption and which is more than 3.2 percent by weight as defined in chapter 41 of the Kansas statutes.

PARKING REGULATIONS

Students do not need to register their vehicles with Johnson County Community College in order to park on the campus. The college provides free parking for students on campus. Increasing enrollment makes spaces sometimes difficult to find, especially during the peak hours of 8:30 a.m. to noon, so allow extra time.

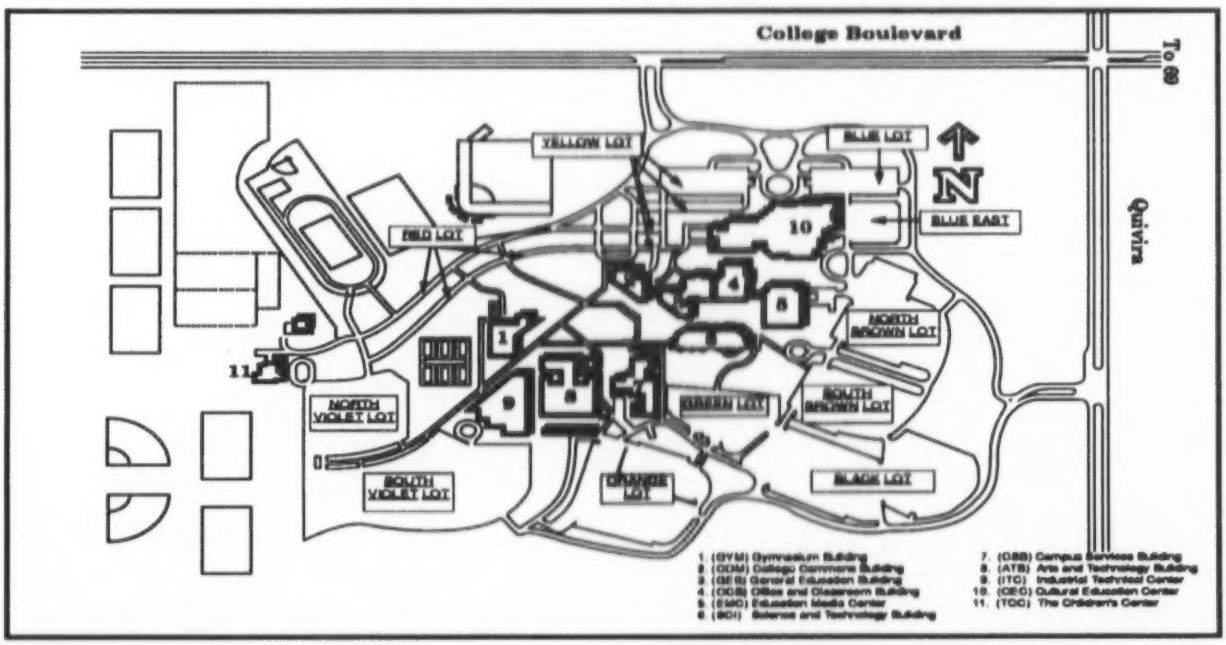
Parking lots are color coded with signs designating areas for student, faculty, staff, and handicapped parking. Students are not permitted to park in areas designated for handicapped (unless they obtain the proper permit) or in faculty and staff parking.

Motorcycles and motorscooters are considered motor vehicles and their operators are required to comply with all parking and traffic regulations. There are designated parking areas for motorcycles and motorscooters.

Responsibility for finding a legal parking space rest with the motor vehicle operator. Individuals who do not comply with campus parking regulations will be issued a parking violation and charged a fine. All fines not paid within ten (10) business days of the offense may, beginning on the 11th day, be charges an additional $1.00 per day, per violation. All fines must be paid at the Business Office, 115 GEB, or by mail. Offenses for which individuals will be ticketed and fined include the following:

- Failure to display a parking sticker (if required)
- Parking in pedestrian areas
- Parking in posted No Parking areas
- Parking on grass
- Parking in restricted parking areas
- Improper parking (across the yellow line, in front of fire hydrant, double parking)
- Parking in loading/service areas
- Restricting traffic flow
- Parking along curbs

Failure to pay fines will result in further action being taken. Students who have received three violations will, after receipt of a fourth offense, have their records placed on hold. This action will not allow the student to add/drop classes, enroll in future classes or obtain a copy of his/her transcript until such time as the fines are paid. The fourth offense also may result in the vehicle being towed at the owner's expense.



LOST AND FOUND

To report or inquire about lost items, please contact the Student Information Desk at 205 COM, or call 469-3409. You may also contact the Safety and Security Department by dialing "0", since lost items also are turned in at the switchboard. Should you experience a loss of property, contact the Safety and Security and a report will be filed. The college is not responsible for items that are lost or stolen.

SECURITY POLICIES AND PROCEDURES

In 1990-91 over 13,000 students were enrolled at Johnson County Community College. The college also employs 648 full time faculty and staff. Students, faculty, and staff at Johnson County Community College have access to academic, recreational, and administrative facilities on campus. The general public can attend cultural and recreational events on campus, with their access limited only to the facilities in which these events are held. When facilities are not scheduled for use, they are secured and all alarms are then activated. Access to these closed facilities is on an "as-needed" basis and incorporates strict key control procedures.

REPORTING CRIMES OR INCIDENTS

When something happens the nature of which requires you to telephone for law enforcement, medical, or fire fighting assistance, there are some things you must remember to do, or not to do, as the case may be. When the incident happens on campus, all such emergencies should be immediately reported to the Safety and Security Department (Ext. "0"). That department is staffed to dispatch immediate aid to you, and relay the circumstances of the emergency to the appropriate off-campus agency, and escort police, ambulance or fire vehicles to the scene.

It is natural to be nervous and upset when you are involved in any emergency situation. But, when telephoning for assistance, you must provide certain vital information. Who are you? From where are you calling? What is the nature of the incident? What is the location of the incident? What type of assistance (police, ambulance, fire truck) is needed? No matter what the circumstances, this is the minimum information you must provide.

In a medical emergency, do no more than your qualifications and experiences allows. Give aid, but don't cause harm. In the event of fire, call for help and spread the alarm

Should a criminal act be the cause, you should be prepared to give as much information as possible. This is especially true if the suspect has not had time to clear the campus and the immediate area. Provide a physical description of the suspect if possible, the direction in which he departed, and a description of his vehicle, if known. Don't disturb the scene.

Upon the arrival of assistance (usually a Safety and Security Officer will be the first on the scene), cooperate to the best of your ability. The officer may not have time to immediately interview you. As soon as possible, make notes of information you believe is important. Try to remember what happened, and why it happened, who was present, the time it happened, where it happened. These notes will be extremely important to the officer when you are interviewed.

All reports of a criminal nature are forwarded to the local law enforcement agency for further disposition.

RESOURCE LIST:

Document	Software Use
Annual Report	*Quark Express* v3.0 *Cricket Graph* v1.1 (for charts & graphs)
Monthly Reports	*Wingz* v1.2 (spreadsheet software)
Incident Reports	Report forms designed using Claris *SmartForm Designer* v1.1 Report are completed using using *SmartForm Assistant* v1.1
Equipment	Macintosh IIci with 8 meg RAM, 80 meg internal hard drive (8/80)

ERIC Clearinghouse for Junior Colleges

JUN 26 1992